



MEMORANDUM

TO: St. Joseph City Commissioners

FROM: Richard I. Lewis, City Manager

DATE: August 1, 2013

RE: UPDATE (8/05/2013 AGENDA ATTACHMENT)

Lost Emails

As you know, prompted by a recent FOIA request, staff has attempted to retrieve sent emails from the fwalsh@sjcity.com account and believe we are at a dead end with finding additional messages; thus, our obligations as it pertains to the request have been met. There is nothing more we can do and this matter is now closed.

Study Session - Lighthouse

As a reminder, please mark your calendars for a Study Session to open discussions about its future, including ownership and maintenance.

Kawasaki Mule-Department of Public Safety

In an effort to enhance the St. Joseph Department of Public Safety service delivery, Deputy Director DiBrito has been in contact with Kawasaki dealer, VanDerzee Motor Plex of South Haven, to acquire a Kawasaki Mule 4010 thru the Law Enforcement Loaner Program. The Law Enforcement Loaner Program allows SJDPS to obtain and use the mule at no cost.

In addition, the mule will require no service on the part of the City as it is traded back to VanDerzee every 90 days for a new one.

The mule would be utilized for parking enforcement (especially now that the parking enforcement officer often travels to Lions Park and the Whirlpool Centennial

Fountain lot), special events (this would be a great vehicle for the Retired Senior Volunteer Patrol members to use for barricade patrol at events), Trail Watch, access to victims on the beaches and the like. The mule has a bed allowing the officer using it to carry various tools with them.

The Mule was received on Monday, July 29, 2013 and will be put in service soon.

National Night Out

The department of public safety will once again be co-hosting National Night Out at Riverview Park on Tuesday, August, 6, 2013 from 5:00pm-8:00pm. If your schedule allows, please join the fun.

Medic I Audit

Highlights of the Medic I audit are included in your packet for your review. If you have any questions or would like a complete copy of the audit, please contact Director Clapp.

Completion of Field Training-Department of Public Safety

Both Public Safety Officer Yonker and Alsup have successfully completed the field training program and are working independently, allowing the department to return to full patrol strength.

Lake Ct. Parking/Beach Party Enforcement Update

As you will recall, at the July 22, 2013 commission meeting, you requested Director Clapp conduct a two week survey of parking on Lake Court along with enforcement of illegal activity on the beach south of the water plant. City Manager Lewis will provide you with the results of the survey and enforcement Monday evening.

Recreational Harbor Authority

At the Authority meeting this past Wednesday, July 31, there was discussion about the role the Authority could undertake in regard to the boat launch and new fish cleaning facility. This area will fall under the Authority to oversee and provide recommendations on fees and activities. Revenues and expenditures will also be recorded within the Authority budget.

In addition, all staff at the West Basin Municipal Marina will be responsible to Derek Perry, Director Public Works and Services, providing a greater degree of accountability.

As a member of the board and in my absence, Derek will be my designee at Authority meetings going forward.